

Chesterfield County
Airport Advisory Board Meeting
August 14, 2006 at 5:00 p.m.
Terminal Building Conference Room

1. **Call to Order/Roll Call:** The Airport Advisory Board Chairman, Mr. O'Leary, called the meeting to order at 5:11 p.m. Mr. O'Leary, Mr. Dane, Mr. Thayer, Mr. Marsh, Mr. Young, Mr. Pitaro and Mr. Mickel were present. Mr. McClellan was absent.
2. **Customer/Guest Comment Session:** Adam Switzer, Delta Airport Consultants attended the meeting.
3. **FBO Report:**

Mike Mickel reported fuel sales were down year to date. DAS participates in a monthly fuel survey among area GA airports. DAS came in below the average for pricing on avgas compared to the other GA airports.

DAS also participated in an audit given by Argus Auditing Firm. This was an on-site audit. DAS expects to be "Platinum" approved which is an excellent rating.

Mr. Mickel has requested formally, in writing, that airport administration enforce T-Hangar rules and regulations. More discussion pertaining to this subject is listed below under Airport Manager Report.
4. **Approval of Meeting Minutes:**

On a motion from Mr. Thayer and a second from Mr. Marsh, the minutes for the April AAB meeting were approved. The June meeting had been cancelled due to the fact there were not enough members present for a quorum.
5. **Complete Project Status Update:**

Project Status Update:

 1. **Ramp Expansion:**

The project is rolling along very nicely. Adam Switzer gave an in-depth discussion to aid in the understanding of allowances and requirements for passing/failing mandatory testing on the project. The project is expected to be complete by October 15, 2006.
 2. **Hangar Project:**

Corporate hangar inspection is expected to be complete this week.
 3. **Runway Rehab Project:**

This project is still expected to go with a winter bid/spring construction.
6. **Airport Advisory Board Chairman's Report:**
 1. **Airshow 2007:**

The airshow is scheduled for October 20, 21, 2007. Mr. O'Leary, Mr. Young, Mr.

Mickel and Mr. Dane met last week. The focus of their discussion was regarding sponsors for the airshow. Each will pursue securing a new sponsor by January 1, 2007.

The ICAS Convention will be held in December of this year in Las Vegas. It will be important for Mr. Dane and Mr. O'Leary and possibly Mr. Mickel to attend the convention due to making necessary connections with performers and the military.

2. **Museum Status:**
Mr. Young will re-send the rough draft for the museum workbook via e-mail to Mr. Dane, Mr. Pitaro and Mr. O'Leary for review. Once everyone has added his input, Mr. Young will be responsible for making sure Mr. Ralph receives the changes so he can move further with the project. Mr. Young is scheduled to meet with Mr. Ralph on August 25-28, 2006.
7. **Airport Manager's Report:**
 1. Some tenants have expressed concern over DAS fuel prices being higher than other GA airports. At the same time, Mr. Mickel is consistent by using the same formula each month to determine current fuel prices. Mr. Dane passed out the most current fuel survey Mr. Mickel participates in each month. This survey reflects that Chesterfield County's fuel prices are not always higher than other airports and this particular month fuel prices were below the average. Mr. Dane addressed the issue of fuel prices with the Wingnuts Flying Club at one of their meetings this past month.
 2. Mr. Dane distributed several plans reflecting different options for alignment of future hangar space. He would like input from the board regarding the future growth of the airport that will be incorporated in the Master Plan. Further discussion will take place during the next several meetings as needed.
 3. GA airports were not affected by the latest terrorist events at commercial airports. GA airports stayed at the yellow threat level while commercial airports were raised to a higher level of red. County police stepped up their patrols automatically and employees were asked to become more keenly aware of their surroundings. Mr. Dane was interviewed by Rob Richardson, WRIC 12 News, where he expressed the county's diligence pertaining to security on a daily basis. Mr. Mickel gave input as to DAS being mandated by the TSA. DAS strictly adheres to all of those requirements plus some in-house requirements mandated by Mr. Mickel.
 4. Mr. Dane will re-distribute T-Hangar rules and regulations to all tenants reminding them of the need to follow these rules and regulation for the safety of others and for the support of our FBO.
8. **Adjournment:** The meeting was adjourned at 6:07 p.m. on a motion from Mr. Thayer and a second from Mr. Young. The next meeting is scheduled for October 9, 2006 at 5 pm.

